

DEFINITION

<i>Name</i>	Storage
<i>Description</i>	State agencies store many types of data about individuals, households, companies, establishments and other organizations. Statutes and regulations address activities which are designed to limit invasion of privacy and protect the confidentiality of the data.
<i>Rationale</i>	<ul style="list-style-type: none"> Provides information about general privacy and confidentiality protection guidelines for State government Provides guidelines that are specific to individual agencies and contractors. Ensures that data is not improperly accessed while stored Ensures all agencies have proper protocols identified for secure storage.
<i>Benefits</i>	<ul style="list-style-type: none"> Requires each agency to identify protocols for determining administrative, technical and physical measures required for storage Verifies that an agency storing data is doing so within that agency's Statutes and regulations.

ASSOCIATED ARCHITECTURE LEVELS

<i>Specify the Domain Name</i>	Privacy
<i>Specify the Discipline Name</i>	Storage (Data)
<i>Specify the Technology Area Name</i>	Storage
<i>Specify the Product Component Name</i>	

COMPLIANCE COMPONENT TYPE

<i>Document the Compliance Component Type</i>	Guideline
<i>Component Sub-type</i>	

COMPLIANCE DETAIL

<i>State the Guideline, Standard or Legislation</i>	<p>Each agency shall develop policies and procedures which define proper protocols to use in storing data. These protocols shall consider:</p> <ul style="list-style-type: none"> The applicable statutes and regulations that govern each agency Administrative, technical and physical measures to ensure confidentiality and privacy of stored information Encrypting data that is stored or being transported <p>These protocols shall insure that proper procedures are followed (see Disclosure Evaluation and Transmittal Requirements Compliance Components).</p>
<i>Document Source Reference #</i>	

Compliance Sources

<i>Name</i>		<i>Website</i>	
<i>Contact Information</i>			
<i>Name</i>		<i>Website</i>	
<i>Contact Information</i>			

KEYWORDS

<i>List Keywords</i>	storage, privacy, confidentiality, disclosure, protected health information, encryption
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COMPONENT CLASSIFICATION

<i>Provide the Classification</i>	<input type="checkbox"/> <i>Emerging</i> <input checked="" type="checkbox"/> <i>Current</i> <input type="checkbox"/> <i>Twilight</i> <input type="checkbox"/> <i>Sunset</i>
<i>Sunset Date</i>	

COMPONENT SUB-CLASSIFICATION

Sub-Classification	Date	Additional Sub-Classification Information
<input type="checkbox"/> <i>Technology Watch</i>		
<input type="checkbox"/> <i>Variance</i>		
<input type="checkbox"/> <i>Conditional Use</i>		

Rationale for Component Classification

<i>Document the Rationale for Component Classification</i>	
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Migration Strategy

<i>Document the Migration Strategy</i>	
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Impact Position Statement

<i>Document the Position Statement on Impact</i>	
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CURRENT STATUS

<i>Provide the Current Status</i>	<input type="checkbox"/> <i>In Development</i> <input type="checkbox"/> <i>Under Review</i> <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Rejected</i>
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AUDIT TRAIL

<i>Creation Date</i>	03-06-2006	<i>Date Approved / Rejected</i>	
<i>Reason for Rejection</i>			
<i>Last Date Reviewed</i>		<i>Last Date Updated</i>	
<i>Reason for Update</i>			